

## **OPERATING MAINTENANCE**

Operating Maintenance expenditures should be budgeted under the appropriate Comptroller Objects as follows:

### **Object 08 – Contractual Services**

- Building/Road Repairs and Maintenance (0812)

### **Object 14 – Land and Structures**

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|----------------------------------|---|
| ▪ Roof Repair/Replacement (1440) | ▪ Building Exteriors (1441)             |
| ▪ Building Interiors (1442)      | ▪ Water (1443)                          |
| ▪ Heating (1444)                 | ▪ Power Lines (1445)                    |
| ▪ Security Alarm Systems (1446)  | ▪ Road Repair Services (1447)           |
| ▪ Ground Maintenance (1448)      | ▪ Sheds, Gas & Oil Storage Tanks (1449) |
| ▪ Easement Acquisitions (1481)   | ▪ Other Land and Structures (1499)      |

Note: Comptroller Object 1498 is reserved for Department of General Services administered statewide operating maintenance projects.

### **Agency Maintenance**

An agency's ongoing, preventive maintenance should be reported and requested in the agency's budget submission under the appropriate Comptroller object code. Higher education institutions should include all facility-related projects in their agency's budget request since these projects and funds are not administered by DGS.

### **DGS Administered Maintenance**

Operating maintenance projects to be administered by DGS should not be included in an agency's budget request submission. All agency operating maintenance needs should be coordinated directly with DGS prior to the submission. All new or additional operating maintenance projects to be considered for funding should be sent directly to DGS at the address below. Your assigned budget analyst in conjunction with DGS will handle these projects. If you have any questions, please contact:

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